

**HR Management Overtime Costs (PAY-003)**

**Description:** Amount of overtime paid to employees by Business Area, including a breakdown of hours and costs by wage type. Excludes non-employees.

- ✓ **Universe** WWA EDW Payroll.unx
- ✓ **Required filter prompt** Calendar Year Month
- ✓ **Overtime Costs** Amount of overtime paid to employees by Business Area.
- ✓ **Overtime Hours and Costs** Amount of overtime hours and costs by Business Area and overtime wage type.

The standard report is located in the Washington Workforce Analytics Reports – Web Intelligence > Payroll Folder.

**Sample View - PAY-003 - HR Management Overtime Costs > Overtime Costs**

Business Area Code (EE)	Business Area (EE)	OT Costs 2022/12	OT Costs 2023/01	OT Costs 2023/02	OT Costs 2023/03	OT Costs 2023/04	OT Costs 2023/05	Total OT Costs
0400	Statute Law Committee	\$3,667.66	\$115,118.76	\$115,351.20	\$100,905.84	\$100,404.68		\$435,448.14
0400	Statute Law Committee	\$3,667.66	\$115,118.76	\$115,351.20	\$100,905.84	\$100,404.68		\$435,448.14
0550	Off. Administrator Courts			\$332.51	\$43.59	\$157.94		\$534.04
0550	Off. Administrator Courts			\$332.51	\$43.59	\$157.94		\$534.04

**Sample View - PAY-003 - HR Management Overtime Costs > Overtime Hours and Costs**

Business Area Code (EE)	Business Area (EE)	Wage Type Code	Wage Type	OT Costs	OT Hours	Employee Count Receiving OT
0400	Statute Law Committee	1216	Overtime Premium	\$145,165.24		34.00
0400	Statute Law Committee	1232	OT FLSA 1.5 All Agy	\$290,282.90	7,260.75	34.00
0400	Statute Law Committee			\$435,448.14	7,260.75	34.00
0550	Off. Administrator Courts	1216	Overtime Premium	\$177.90		2.00
0550	Off. Administrator Courts	1232	OT FLSA 1.5 All Agy	\$356.14	13.50	2.00
0550	Off. Administrator Courts			\$534.04	13.50	2.00

**Prompts**

Prompt values restrict the data pulled from the Enterprise Data Warehouse.

Required Prompts must include value(s) for Calendar Year Month.

### Optional Prompts

- Business Area (EE)
- Business Area Code (EE)
- Job (EE)
- Job Class Abbr (EE)
- Job Code (EE)
- Organizational Unit
- Organizational Unit Code
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Subarea (EE)
- Personnel Subarea Code (EE)

### Query Results

#### Default Data Fields

These fields are included in the standard report by default. Adding or removing default data fields may impact the calculated results.

#### Overtime Costs

- Business Area Code (EE)
- Business Area (EE)
- OT Costs YYYY/MM
- Total OT Costs

#### Overtime Hours and Costs

- Business Area Code (EE)
- Business Area (EE)
- Wage Type Code
- Wage Type
- OT Costs
- OT Hours
- Employee Count Receiving OT

#### Additional Fields

These additional fields may be added to the standard report for detail and analysis. Adding or removing additional data fields may impact the calculated results.

- Calendar Year
- Calendar Year Quarter
- Contract Type
- Duty Station County
- Employee Group (EE)
- Employee Subgroup (EE)
- Employee Subgroup Code (EE)
- Employment Status
- Fiscal Year
- Fiscal Year Month
- Fiscal Year Quarter
- Job (EE)
- Job Class Abbr (EE)
- Job Code (EE)
- Name – Full
- Organizational Unit
- Organizational Unit Code
- Part Time Indicator
- Pay Area (EE)
- Pay Area Code (EE)
- Personnel Area (EE)
- Personnel Area Code (EE)
- Personnel Number
- Personnel Subarea (EE)
- Personnel Subarea Code (EE)
- Position
- Position Code (EE)
- Unemployment County
- Unemployment County Code
- Wage Type
- Wage Type Code
- Work Contract
- Work Contract Code
- Workforce Indicator (EE)
- Workforce Indicator Code (EE)

## Measures

These measures are included in the standard report. Adding or removing measures from the query will impact the calculated results.

- Amount
- Distinct Employee Count
- Hours

## Restrictions and Variables

Restrictions and formulas built into the report create standardized results across the enterprise.

### Query Filters

#### OT\_HOURS\_COSTS

- Amount Greater than 0
- Non-Employee Exclusions (EE)
- Wage Types – Overtime Amount

#### Non-Employee Exclusions (EE)

Excludes the following Organizational Unit Codes:

- |                                       |  |
|---------------------------------------|--|
| ▪ 30002393 FPB – Preparedness - Mobes | ▪ 31000177 EMERGENCY FIRE FIGHTERS         |
| ▪ 31000100 EMERGENCY FIRE FIGHTERS    | ▪ 31000178 EMERGENCY FIRE FIGHTERS         |
| ▪ 31000101 EMERGENCY FIRE FIGHTERS    | ▪ 31000179 EMERGENCY FIRE FIGHTERS         |
| ▪ 31000175 EMERGENCY FIRE FIGHTERS    | ▪ 31007000 FPB – Preparedness – Fire Mobes |
| ▪ 31000176 EMERGENCY FIRE FIGHTERS    |  |

Excludes the following Personnel Area Codes (EE):

- |                                      |                       |                                 |
|--------------------------------------|-----------------------|---------------------------------|
| ▪ 2201 Vol Firefighters/Res Officers | ▪ 5401 Aberdeen Wex   | ▪ 5409 Spokane Wex              |
| ▪ 2251 WSP Disabled Non-Employee     | ▪ 5402 Bingen Wex     | ▪ 5410 Tri-Cities Wex           |
| ▪ 2451 Mil Dept Misc Active Duty     | ▪ 5403 Clallum Wex    | ▪ 5411 Americorp Star Vista     |
| ▪ 3430 Higher Ed Coor Board          | ▪ 5404 Kitsap Wex     | ▪ 5412 Wa St Americorps         |
| ▪ 3460 Higher Ed Facilities          | ▪ 5405 Okanogan Wex   | ▪ 5413 JTPA 402 Prog Wen        |
| ▪ 4611 Ecology Youth Corps           | ▪ 5406 Okanogan Wex 2 | ▪ 5414 Washington Service Corps |
| ▪ 4612 Wa Conservation Corps         | ▪ 5407 Rainier Wex    | ▪ 5415 Washington Service Team  |
|                                      | ▪ 5408 Snohomish Wex  | ▪ 5416 Yakima Wex               |

Also excludes Pay Area Code (EE) 44 Work Study Student; Personnel Subarea Code (EE) 0005 Non-Employee; and Work Contract Code 24 Non Employee.

### Wage Types – Overtime Amount

Includes the following Wage Type Codes:

- |                                  |                                  |                                  |
|----------------------------------|----------------------------------|----------------------------------|
| ▪ 1073 Pen Overtm-Pwr Tool 4051  | ▪ 1084 OT shift 2 \$1.00 - 4051  | ▪ 1110 WSF Pen OT Power Tool \$4 |
| ▪ 1079 OT Shift Df hrly all Agys | ▪ 1085 OT shift 3 \$1.00 - 4051  | ▪ 1111 Shift Df \$2.50 Nurses OT |
| ▪ 1080 OT shift df .50 all       | ▪ 1086 1.5 OT Shft3+.65-PRT      | ▪ 1114 WSP FTOP Lt. OT           |
| ▪ 1081 OT shift df 1.00 all      | ▪ 1087 RN Sched Incentve 3/12 OT | ▪ 1174 OT Shift2 1.7 (4051)      |
| ▪ 1082 OT shift df 1.50 all      | ▪ 1088 OT shift 2-rt X 10%-4051  | ▪ 1175 OT Shift3 1.8 (4051)      |
| ▪ 1083 OT shift df 3.00 all      | ▪ 1089 OT shift 3-rt X 15%-4051  | ▪ 1176 OT 2.5 (4051)             |

Wage Type – Overtime Amount,  
Continued...

- 1177 Travel OT shift1 1.5-4051
- 1178 Travel OT shift2 1.7-4051
- 1179 Travel OT shift3 1.8-4051
- 1182 AP WSF Relief 1.5x 20.0%
- 1183 AP WSF Relief 2.0x 20.0%
- 1184 AP WSF Relief 2.5x 20.0%
- 1190 WSF OT shift2 1.65
- 1191 WSF OT shift3 1.725
- 1192 WSF Double OT shift2 2.2
- 1193 WSF Double OT shft3 2.3
- 1196 Call Back Hrs Min Non-Rep
- 1197 Holiday OT Premium
- 1198 Holiday OT FLSA
- 1206 AP WSF Relief 1.5x 17.5%
- 1207 AP WSF Relief 2.0x 17.5%
- 1208 AP WSF Relief 2.5x 17.5%
- 1209 Fire Duty Cont OT-Hourly
- 1210 Emer/Distr Ops OT Prem
- 1215 OT Variable Rate
- 1216 Overtime Premium
- 1217 OT VOL Prem (225)
- 1218 Fire Duty Cont OT Prem
- 1219 Fire Duty Cont OT+1 Prem
- 1220 Fire Duty OT Prem
- 1221 Fire Duty Intrt Meal Prem
- 1229 Fire Duty Cont OT-Salary
- 1230 Overtime straight - 4051
- 1231 Overtime sh2 strght-4051
- 1232 OT FLSA 1.5 All Agy
- 1233 1.5 OT-PRT
- 1234 OT shft1-1.5 (4051)
- 1235 OT 28day 86.9
- 1236 OT 28day 92.9
- 1237 Emer/Diaster Ops OT
- 1238 Fire Duty Cont OT+1
- 1239 Fire Duty OT
- 1240 Fire Duty Interrupt Meal
- 1241 OT FLSA shft2 1.6 (4051)
- 1242 OT shft1 2.0 (4051)
- 1243 OT shft2 2.2 (4051)
- 1244 OT shft3 2.3 (4051)
- 1245 OT Triple 3.0 (4051)
- 1246 WSP OT VOL 1.5
- 1247 OT/Call back Old Adj-a;;
- 1248 Call Back Hours all agy
- 1250 1.5 OT Shft2+\$\$.50-PRT
- 1251 CallBack Hrs 1.5X all agy
- 1252 Adj OT/Cback Not subj Ret
- 1255 WSP CallBack VOL
- 1257 WSP Shift OT VOL
- 1258 Fire Duty Call Back
- 1259 Schedule/Shift Adjustment
- 1260 Commission Court Call Out
- 1265 Travel OT shift 1-2.0-4051
- 1266 Travel OT shift2-2.2-4051
- 1267 Travel OT Shift3-2.3-4051
- 1269 WSP Over Shft PremCom 5%
- 1272 OT shft1 1.5 (4051)
- 1275 Travel Outside 4051 (T&U)
- 1276 Hol Wrk Hrly 2.0-4051
- 1277 Hol Wrk Prem Sal -4051
- 1278 Hol Wrk Sh2-2.0 +.65-4051
- 1279 Hol Wrk Sh2 Hrly-2.2-4051
- 1280 DbleTimeShft2+\$\$.50-PRT
- 1281 Hol Wrk Sh3-2.0 +.65-4051
- 1282 Holiday Wrk St3-2.3-4051
- 1283 DbleTmeShft3+\$\$.65 -PRT
- 1284 Dbl time OT shft1 -4051
- 1285 Dbl time OT shft2 -4051
- 1290 Overtime straight-all ag
- 1291 OT Strght 1.6 405F(4051)
- 1294 WSP Acting Lt Call Back
- 1295 WSP Acting Sgt Call Back
- 1301 Dbl time OT shft1 premium
- 1302 Dbl time OT shft2 premium
- 1329 Hol 1 Work 2.0 OT (5500)
- 1332 Hol 2 Work 2.5 OT (5500)
- 1360 OT FLSA Base Rate
- 1361 Leave OT FLSA Base Rate
- 1362 Holiday OT FLSA Base Rate
- 1363 OT FLSA Premium
- 1364 Leave OT FLSA Premium
- 1365 Holiday OT FLSA Premium
- 1393 Comp Time Payout
- 1397 4051 Comp Payout NotSubj
- 1399 2250 Comp Payout NotSubj
- 1402 4051 Comp Payout SubjRet
- 1606 Holiday OT 28 Day 92.9
- 1631 Assn Pay 2.5% OT –all agy
- 1632 Assn Pay 5.0% OT-all agy
- 1633 Assn Pay 10.0% OT-all agy
- 1634 Assn Pay 12.5% OT-all agy
- 1635 Assn Pay 3.0% OT-all agys
- 1636 Assn Pay OT Vry%-all agys
- 1637 OT Prem Assn- 4050
- 1638 Dual Language 5% OT-all
- 1639 Assn pay \$7.5 OT-all agy
- 1640 assn pay \$8.5 OT-all agy
- 1641 Assn pay Vry Amt OT-all
- 1644 Instructor 10.00 OT-1170
- 1645 Frway prk Garg.50 OT-5500
- 1646 lead assn py 1.25 OT-5500
- 1647 Prnter spc chm 1.0 OT-5500
- 1648 Scrty Ctrl rm 1.1 OT-5500
- 1649 Bike Patrol 0.5 OT-5500
- 1657 WSP Acting CPTN OT
- 1658 WSP Acting LT OT
- 1659 WSP Acting SGT OT
- 1662 WSP Acting Motorcycle OT
- 1663 WSP FTOP Trooper OT
- 1664 WSP FTOP Sgt/Lt OT
- 1779 VAR Emergency Ops/Fire OT
- 1803 IBU Pass Counting 1.5x
- 1804 IBU Pass Counting 2.0x
- 1805 IBU Pass Counting 2.5x
- 1814 Relief Pay 1.5x -4051
- 1874 Acting PSA MHT 1 OT
- 1875 Acting PSA MHT 2 OT
- 1877 OT Shift 2 – Rate 15%
- 1878 Dbl OT Shift 2 – Rate 20%
- 1879 OT Shift 3 – Rate 22.5%
- 1880 Dbl OT Shift 3 – Rate 30%
- 1882 OT Boom Truck – Rate 3%
- 1884 Dog Handler OT
- 1885 ShipyrdCmpt OT 1.5-4051
- 1886 ShipyrdCmpt OT 2.0-4051

### Variables

The following variables are included in the report:

Variable	Formula
BackgroundColor	= "True"
CalendarYearMonth - Formatted	=Left([Calendar Year Month];4) + "/" + Right([Calendar Year Month];2)
Cross Tab: Settings	=Count(If [Employee Subgroup Code (EE)] In([Calendar Year Month];[Business Area Code (EE)];[Personnel Number]) InList ("03";"04";"05";"06";"09";"10";"11";"12";"13";"14";"15";"16";"17";"18";"19";"20")Then [Distinct Employee Count])
DateRun	= "Date Run: " + FormatDate>LastExecutionDate();"Mmm, dd, yyyy hh:mm a" )
Employee Count	=Count([Distinct Employee Count] In ([Calendar Year Month];[Personnel Number]; [Business Area Code (EE)]))
Employee Count Receiving OT	=Count([Personnel Number];Distinct)
EmptyValue	= ""
OT Costs	=([Amount])
OT Hours	=Sum(If [Wage Type Code] InList ("1174";"1175";"1176";"1177";"1178";"1179";"1190";"1191";"1192";"1193";"1198";"1209";"1215";"1229";"1230";"1231";"1232";"1233";"1234";"1235";"1236";"1237";"1238";"1239";"1240";"1241";"1242";"1243";"1244";"1245";"1246";"1250";"1265";"1266";"1267";"1272";"1275";"1276";"1277";"1278";"1279";"1280";"1281";"1282";"1283";"1284";"1285";"1290";"1291";"1329";"1332";"1360";"1361";"1362";"1606"1814";"1885";"1886") Then [Hours])
SubTotal: OT Costs	=Sum([OT Costs])
SubTotal: OT Hours	=Sum([OT Hours])